

4 Align the hinges on the panel(s) with the appropriate hinges on the hanging strip. Replace the hinge pins reattaching the panel(s) to the hanging strip. The larger rail piece on the panel goes to the bottom of the panel. (Fig. 2).

5 Open and close the panel(s). The panel(s) should not touch the window sill when opened and closed. On a multiple set the panel should be even at the top and bottom. If adjustment is needed loosen the hinge screws attached to the hanging strip and move the panel. Use the adjustment slot on the inside of the hanging strip to align the panels

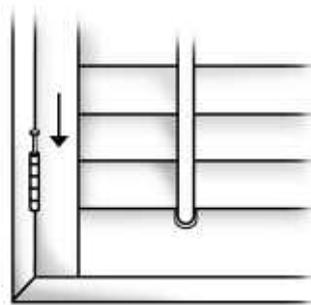


FIGURE 2

up and down or front and back for the proper operation. When the shutters are adjusted insert the center screw into the hinge on the hanging strip. This will lock the shutter in place.

6 Place the light stop on the window sill behind the shutter panel(s). The back edge of the light stop should line up to the back edge of the hanging strip. The light stop should not interfere with the opening and closing of the panel(s). Use the mounting screws provided to attach the light stop to the window sill. When installed properly the magnets on the light stop should engage with the strike plates on the panels.

## E Troubleshooting

### The Panels Rub Against the Top or Bottom

The most common cause of this is mounting of the hanging strip. It needs to be mounted with the shutters centered in the window. The minor adjustment of moving the hinges left or right will raise or lower the other side of the shutter. Often this is where the rubbing occurs.

### The Shutter Panel(s) Will Not Stay Closed

Make sure the magnets on the back of the panel is engaging the metal strike plate.

## F Touchup Paint

Great Windows™ provides a bottle of touchup paint or stain with your shutter order. This can be used to cover scratches or nicks that may occur during installation or over normal wear and tear. For safety reasons always perform the touchup in a well ventilated area.

## Child Safety



At Great Windows™ child safety is first. ? Need copy here....

## Cleaning and Care

In order to keep your window treatments looking new, follow the recommended methods for care and maintenance. Regular care will result in better appearance and performance from your Great Windows™ Shutters. Please note that leaving your window open during rain may expose wood to water, which can cause warpage.

Dusting	Hand-Held Vacuum	Compressed Air	Hair Dryer	Spot Cleaning	Water Immersion	Ultrasonic Cleaning
X	X	X	X	X		

### IMPORTANT:

Your Great Windows™ Shutters are crafted from real wood. As such, expect variations in color and grain.



# Shutters

Inside Mount with Hanging Strip

INSTALLATION INSTRUCTIONS

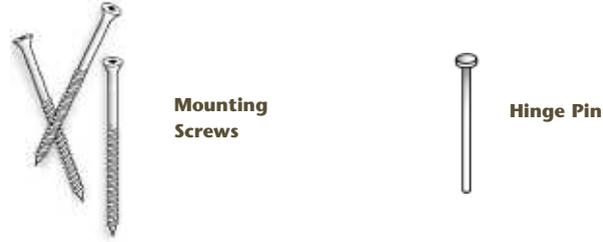
*meticulously made*

*by hand in our*

*Great Windows factory*

## A Getting Started

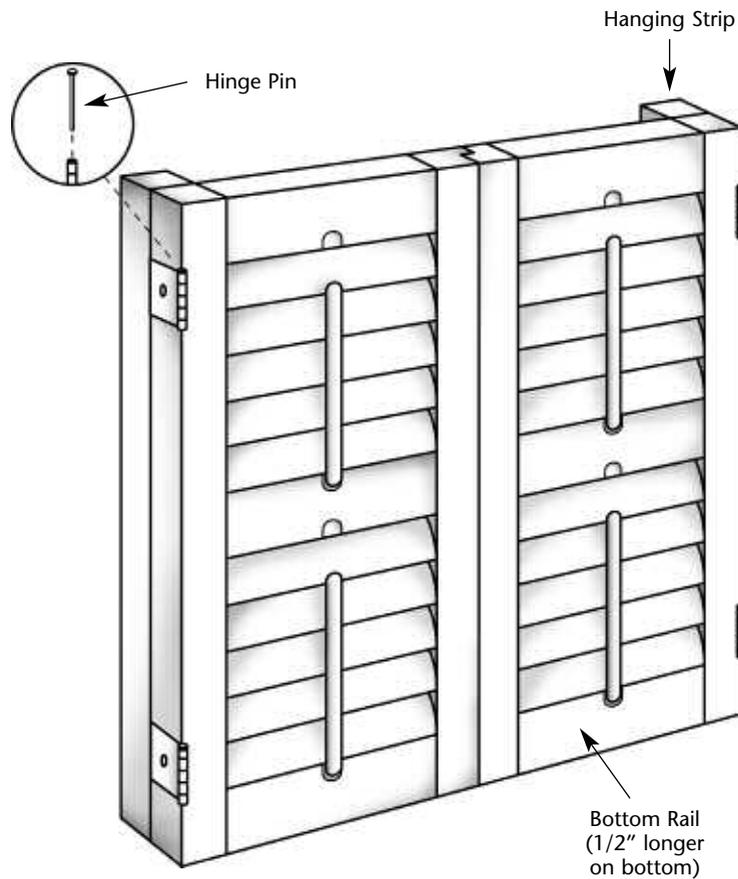
**The Parts:** Before starting, please remove and identify the following parts required for the installation of your shutters:



Light Stop Strip  
(See Fig. 1)

Touchup Paint  
(if needed)

### Shutter Panels with Side Hanging Strips Attached



## B The Tools

To install your Great Windows™ Shutters, you will need a few basic tools:

- Phillips head screwdriver\*, or 1/4" nut driver\*
- Pencil
- Small Hammer
- Measuring Tape
- DAP Chalking

\* Power screwdriver or power drill with #2 Phillips attachment or 1/4" nut driver attachment may be used.

### Important Note:

Screws provided are for installation into wooden frames only. For metal surfaces, use suitable sheet metal screws and pre-drill holes. For concrete, stone, brick, or tile, use a carbide drill and appropriate anchors and screws. For wallboard or plaster, use hollow wall anchors and/or longer screws to reach framing or stud.

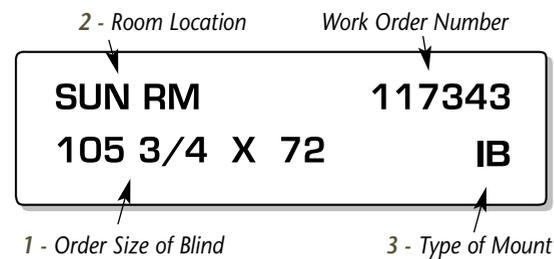
In all cases, follow the fastener manufacturer's recommendations.

## C Sorting Your Blinds

Inside the headrail of your Great Windows™ Shutter, there is a sorting label. This appears as seen below:

On this label, you will recognize:

1. Order size of the shutter
2. Room location  
(If not present, info not given at time of order.)
3. Whether the shutter was ordered for inside mount (IB), or outside mount (OB)



## D Installation

- 1 Test Fit Your Shutter and Hanging Strip. This exercise will help you pre-square your shutters. With the hanging strip still attached to the shutter, fit the unit into the window. Set the hanging strip on the sill. The shutter should be centered top to bottom (it is common to have to lift up or shim the hanging strip). Note how much (if any) you have raised the hanging strip.
- 2 Detach the panel(s) from the hanging strips by removing the hinge pin from each hinge. Carefully lay the panel(s) to the side ensuring original panel and hanging strip pairing.
- 3 The mounting holes in the hanging strips are pre-drilled. Place the hanging strip inside the window opening back 1 1/4" from where you want the front of the shutter to be. Parallel the hanging strip to the window. With the hanging strip held in this position attach the hanging strip to the window casing using the mounting screws provided. In order to avoid damage to window casement we recommend pre drilling a 1/16" hole at each mounting hole location. (Fig. 1).

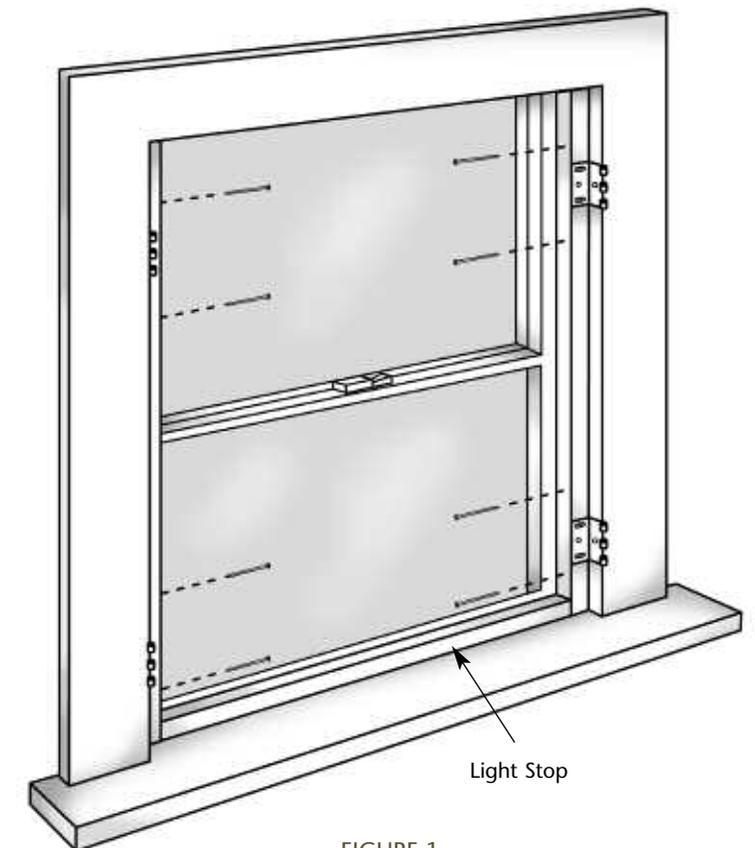


FIGURE 1